

GOVERNMENT OF TELANGANA
A B S T R A C T

Energy Department - TS TRANSCO - TSPSC - Departmental Test for Accounts Paper Code Nos.41, 59 (Without Books) & 140 (with books) for the employees of TS Power Utilities - Updation/ Modifications of syllabus - Orders - Issued.

ENERGY (HR.A1) DEPARTMENT

G.O.Rt.No. 64

Dated: 23-10-2020
Read the following:

1. From the JMD (Fin.,Comml.&HRD), TS TRANSCO, Lr. No.JMD (Fin.,Comml.&HRD)/CE(TRG)/SE(CTI&Eng.)/CDE/ADE(TOT-IV)/PO/D.No.259/2020, dt.24.08.2018.
2. Govt. Lr.No.1117/HRA1/2016. Energy(HR.A1) Dept.,Dt.13.12.2016.
3. Govt. Lr.No.1288/HRA1/2018, Energy(HR.A1) Dept.,dt.15.10.2019,

ORDER:

In the reference 1st read above, the Joint Managing Director (Fin.,Comml.&HRD), TS TRANSCO have requested the Government to arrange to issue orders on Modified syllabus for the Departmental Test papers to the paper code Nos.41, 59 (without Books) and 140 (with books) for the employees of Telangana Power Utilities in accounts service, and to communicate the same to TSPSC to enable them to conduct the Departmental Tests for the employees of Telangana Power Utilities.

2. Government after careful consideration of the matter, here by concurs with the modified syllabus proposed for updation /modification of syllabus for following Departmental Test paper Code Nos.41, 59 (Without Books) & 140 (with books) for the employees of TS Power Utilities in Accounts Service is annexed to this order:

1. Paper Code No.041 (First Paper) - "Departmental Test for Accounts Officers/Assistant Accounts Officer in TS Power Utilities (TS GENCO, TS TRANSCO & TS DISCOMs)".
2. Paper code No.59 (Second Paper) - "Departmental Test for Accounts Officers/Assistant Accounts Officer in TS Power Utilities (TS GENCO, TS TRANSCO & TS DISCOMs)".
3. Paper Code No.140 (With books) "Departmental test for Junior Accounts Officer in TS Power Utilities (TSGENCO, TSTRANSCO & TS DISCOMs)"

3. The C&MD, TS TRANSCO, shall take necessary action accordingly under intimation to the Government.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

SANDEEP KUMAR SULTANIA
SECRETARY TO GOVERNMENT

To
The C&MD, TS TRANSCO, Hyderabad.
The C&MD, TS GENCO, Hyderabad.
The C&MD, TS SPDCL, Hyderabad.
The C&MD, TS NPDCL, Warangal.

Copy to:

The Prl. Secretary to Govt., TSPSC, Hyderabad.
The O.S.D. to Hon'ble Minister for Energy.
The P.A to Secretary to Govt., Energy Department
SF/SC. (C.No.865/HR.A1/2020)

//FORWARDED BY ORDER//

SECTION OFFICER

ANNEXURE to GORt.No.-64 Energy (HR.A1) Department Dt.23.10.2020

Paper Code	Existing Syllabus as per TSPSC Departmental Test for Chief and Deputy Chief Accountants in the Andhra Pradesh Electricity Department.		Proposed Syllabus Departmental Test for Accounts Officers/Assistant Accounts Officers in TS Power utilities. (TSGENCO, TSTRANSCO & TS DISCOMs)
041 First Paper	1.Commercial and Government accounts different accounting systems.	:	1. Commercial Accounts, Different accounting systems including Commercial Accounts Manual Part-II.
	2.Accounting for utility accounts of Electricity Industry uniform classification of accounts.	:	-----
	3. Departmental accounting procedure under reorganization set up in respect of cost accounting, pay rolls, transport, stores, accounts payable, cash accounting REVENUE billing and collection, suspense accounts, plant records, depreciation, etc.,.	:	2. Accounting Procedure in reorganized set up in respect of Cost Accounting, Pay Rolls, Transport, Stores, Accounts Payable, Cash Accounting, BRS, Revenue billing and collection, suspense accounts, Ledgers, Plant records, Depreciation and Annual Financial statements in power utilities.
	4. Labour saving machines and their application to accounts work.	:	-----
	-----	:	3. ERP Applications and its advantages
	5. Internal checks and Internal audits, compilation to Accountant General and relations with audit, inspections in relation to cash, stores, fixed assets etc.	:	4. Audit (Internal & External), Importance of Audit, Reports of Committee on Public Undertakings.
	-----		5. Statutory checks, Revenue and expenditure including Stores Accounts.
	6. Latest improvements in accounting systems, standard procedure and practices.		6. Accounting Standards & Costing Procedures and Practices applicable to Power Sector.
	7. Government procedure and Rules in respect of;	:	7. Departmental Manuals and Regulations viz
	a) Andhra Pradesh Electricity Departmental Manual, VOLUMES I & II.	:	a) APED Manuals Vol- I & II
	b) Fundamental Rules	:	b) APSEB Service Regulations Part I, II & III

Paper Code	Existing Syllabus as per TSPSC Departmental Test for Chief and Deputy Chief Accountants in the Andhra Pradesh Electricity Department.		Proposed Syllabus Departmental Test for Accounts Officers/Assistant Accounts Officers in TS Power utilities. (TSGENCO, TSTRANSCO & TS DISCOMs)
041 First Paper	c) Manual of Special Pay & allowances.	:	c) Manual of Special Pay and Allowances (as applicable to power sector employees).
	d) Andhra Pradesh Accounts Code Volumes I to III	:	-----
	e) Andhra Pradesh Financial Code, Volumes I and II	:	d) Andhra Pradesh Financial Code, Vol. I
	f) Andhra Pradesh Treasury Code, Volumes I and II.	:	e) Andhra Pradesh Treasury Code, Vol. I & II.
	g) Andhra Pradesh Budget Manual.	:	-----
	h) Andhra Pradesh Pension Code	:	f) Andhra Pradesh Revised pension Rules 1980.
	i) Andhra Pradesh Services Manual, Volumes I to III	:	
	j) Audit Manual	:	-----
	-----	:	g) APSEB GPF Regulations, PF Trusts and its procedures.
	-----	:	h) APSEB Leave Regulations
	-----	:	i) APSEB LTC Regulations
	-----	:	j) APSEB Conduct Regulations.
	-----	:	k) APSEB Discipline and Appeal Regulations.
	-----	:	l) Apprentices' Act, 1961
	-----	:	m) APSEB Medical Reimbursement Regulations.
	-----	:	n) Powers of officers in TS Power utilities (B.P.Ms.No.58 of 1964 and subsequent amendments)
	-----		o) Manufacturing accounts, maintenance of Cash Book, Revenue realization and write off.
	h) Other Miscellaneous rules and Orders of Government applicable to Electricity Department.	:	p) Other Misc., Rules and Orders of Govt. applicable to TS Power Utilities.

Paper Code	Existing Syllabus as per TSPSC Departmental Test for Chief and Deputy Chief Accountants in the Andhra Pradesh Electricity Department.		Proposed Syllabus Departmental Test for Accounts Officers/Assistant Accounts Officers in TS Power utilities. (TSGENCO, TSTRANSCO & TS DISCOMs)
059 Second Paper	Budget, Administrative Procedure & Business Procedure a) BUSINESS ORGANISATION: Departmental, functional and staff organizations, construction operation, sales, stores and accounts organization delegation of powers Financial advice etc., job classification handling labour problems – training and education – simplification improvement – Standardization.	:	1.Different Organization set up, Leadership styles, Man Power Planning & Auditing, Wage and Salary, Administration, Incentives and rewards, appraisals, Different systems of promotions and transfers, Training & Development, handling Labour problems, Labour Welfare Acts, viz 1) Child Labour (Prohibition and Regulation) Act, 1986 2) Contract Labour (Regulation and Abolition) Act,1970 3) Employees’ Compensation Act, 1923 (formerly known as Workmen Compensation Act) 4) Employees’ Provident Funds and Miscellaneous Provisions Act, 1952 5) Employees’ State Insurance Act, 1948 6) Factories Act, 1948 7) Industrial Disputes Act, 1947 8) Maternity Benefit Act, 1961 9) Minimum Wages Act, 1948 10) Trade Union Act, 1926, Strikes and Negotiations Collective Bargaining Delegation of powers, financial advice etc.,
	b) BUDGETS: Functional and cost for production sales and liabilities – Re-appropriation accounts – supplementary appropriation, revised estimates, final modification – ways and means scrutiny – State Administration Report – chapter on finance. Budget Memorandum Budget speech Public Accounts committee etc.,	:	2. Budgets, Functional and Cost of Production, Sales and Liabilities, Revised estimates, Budget Re-appropriation, ways and means scrutiny, Administrative Report.

Paper Code	Existing Syllabus as per TSPSC Departmental Test for Chief and Deputy Chief Accountants in the Andhra Pradesh Electricity Department.	Proposed Syllabus Departmental Test for Accounts Officers/Assistant Accounts Officers in TS Power utilities. (TSGENCO, TSTRANSCO & TS DISCOMs)
	c. Rates and statistics presenting the financial working of utilities statistics of cost of construction, operation, maintenance charges and graphical methods costs and relationship to rates segregation of capital and operation and maintenance expenses to production transmission distribution etc.,	: 3. Rates and Statistics, Presenting the financial working of utilities, statistics of cost of construction, O& M charges, Graphical methods, cost and relationship to rates.
	d) A knowledge of electrical utilities in India and their ownership and management, elements of economics and statistics required to understand the above.	: 4.(a) A knowledge of power utilities in India and their ownership and management, elements of economics and statistics required to understand the above. (b) Electricity Act, 2003.
	e) BUSINESS PROCEDURE Insurance schemes for Money and Men securities to be observed for handing cash Provident Fund Pension, Income Tax Act and Manual, Land Acquisition Act, Constitution of India, Industrial Disputes Act and Electricity Acts, Forms of contract for Expenditure and Revenue. Drafting Letter and Commercial Correspondence and making out reports.	: 5. Business Procedures, Insurance schemes for Money, Material and Men, Securities to be observed for handling cash and stores, Income Tax Act, Land Acquisition Act, Constitution of India, Forms of contract for expenditure and revenue, drafting of commercial correspondence and making out reports.
		: 6. Material Management, Value Analysis, Vendor Rating, A.B.C. Analysis, Inventory Control, Spare Parts Indents, Quality Control, Material Handling Techniques, Delegation of Powers and Financial Advice in Purchase.
		: 7. Tariff Regulations (Generation, Transmission and Distribution) of Telangana State Electricity Regulatory Commission and Central Electricity Regulatory Commission (TSERC and CERC)

Paper Code	Existing Syllabus as per TSPSC Departmental test for Accountants in the Electricity Department		To be Modified Syllabus Departmental test for Junior Accounts Officers in Power Sector (TSGENCO, TSTRANSCO & TS DISSCOMS)
140	1) The Andhra Pradesh Electricity Department Manual, Volume-I and the Code mentioned therein.	:	1) The Andhra Pradesh Electricity Department Manual, Volume-I
	2) The Andhra Pradesh Electricity Department Manual Volume-II	:	2) The Andhra Pradesh Electricity Department Manual Volume-II
	3) General Rules for State and Subordinate Services.	:	3) APSEB Service Regulations Part - I , II and III
	4) Andhra Pradesh Electrical Service Rules	:	
	5) Andhra Pradesh Electrical Subordinate Service Rules.	:	
	6) Indian Electricity Act, 1910	:	Deleted
	7) Electricity Supply Act, 1948	:	Deleted
	8) The Andhra Pradesh State Electricity Board Power Tariffs, 1969 (as amended from time to time)		4) Tariff Regulations (Generation, Transmission and Distribution) of Telangana State Electricity Regulatory Commission
	NEW		5) Electricity Act 2003
	NEW		6) Indian Accounting Standards
	NEW		7) SAP ERP Application - Functional modules
	NEW		8) Companies Act 2013
	NEW		9) Employees Provident Fund and Miscellaneous Provisions Act, 1952 with amendments from time to time
	NEW		10) Goods and Service Tax Act 2017
	NEW		11) The AP Revised Pension Rules 1980

